

HATAC Executive Committee Minutes
Tuesday January 12, 2016, MILP Conference Room
825 Great Northern Blvd, Great Northern Center
Helena, MT

The Executive Committee of the HATAC, consisting of Chair Deborah Swingley, Vice-Chair Bob Maffit and Secretary Jaymie Sheldahl convened the meeting at 3:37pm and adjourned at 4:45pm January 12, 2016.

The purpose of the meeting was to clarify and provide direction on the requirements of the By-laws for meeting attendance and membership voting with the upcoming priority ranking by the HATAC for the TransADE and capital equipment request

Per the HATAC By-laws, the Executive Committee has the authority to meet between HATAC meetings and conduct business. The Executive Committee acknowledges that the identified meeting schedule in the Bylaws was altered mid-year to go from a monthly to a quarterly meeting. For calendar year 2015 a total of 5 meetings were held.

The Executive Committee made the following decision by acclamation:

- Suspend Article IV, E, 3 of the HATAC Bylaws due to the change in meeting schedule.
"A member who has not attended HATAC meetings three (3) of the our (4) months prior to approval and submission of the Montana Department of Transportation application for funding/coordination plan shall not be allowed to vote to approve or disapprove the application/coordination plan."
- Bylaws Article IV, C, 1; the Executive Committee has reviewed meeting attendance for 2015 and with careful and considerate intention has determined a voting member is identified as any HATAC member who has attended 1 of the last 5 meetings.

"Members who fail to attend four (4) meetings in any given calendar

year may be subject to removal or replacement at the discretion of a unanimous vote of the Executive Committee. A participant who misses five (5) meetings in any calendar year shall not be included on the membership list for the next calendar year”

The following HATAC members are identified as voting members for the upcoming priority ranking of TransADE and capital equipment requests.

- Charlie Briggs, Easter Seals/Goodwill
- Adam Gil, Helena Citizens Council
- Walt Hanley, RMDC
- Mike Hruska, Capital Taxi
- Commissioner Andy Hunthausen, Lewis and Clark County
- Paul Kindt, PEERS and Helena Industries
- Karen Lane, Lewis and Clark County Health Department
- Sandra Lowry, RMDC
- Susan Pesta, Westmont
- Mayor Jamie Schell, City of East Helena
- Pat Sanders, Transportation Coordinator State of Montana
- Trish Sorenson, Member at Large
- Steve Larson, HATS
- Bob Maffit, MILP
- Jaymie Sheldahl, RMDC
- Deborah Swingley, MT Council on Developmental Disabilities

TransAde funding and Capital Equipment Requests

An information session was held on January 12 to review the changes to the TransADE program. Historically, the TransADE funding from the State of Montana has been split between the major transit cities. This year, other entities can apply to receive those TransADE funds instead of the lead agency. It is anticipated that approximately \$50K may be available.

Per Montana Department of Transportation, it is the responsibility of the transportation advisory committee to review and prioritize requests for TransADE funding. Entities interested in seeking these TransADE funds are encouraged to

submit their justification to the HATAC for consideration. An application packet for these funds is attached to these minutes.

Likewise the HATAC is responsible to review and prioritize requests from entities requesting capital equipment. An application packet for requesting these funds is also attached to these minutes.

TIMELINE

Webinar

The Montana Department of Transportation has initiated a web-based application process effective 1/4/2016. The on-line application can be found at <https://www.fundingMT.org>

Webinar with MDT and the FY 17 on-line grant application submittal process

Meeting Date and time:

Friday Jan. 22, at 9:30 am.

1. Please join my meeting.

<https://global.gotomeeting.com/join/521717541>

2. Use your microphone and speakers (VoIP) - a headset is recommended. Or, call in using your telephone.

Dial +1 (872) 240-3412

Access Code: 521-717-541

Audio PIN: Shown after joining the meeting

Meeting ID: 521-717-541

For those who will be attending in person the meeting will be in the main Highway building at 2701 Prospect.

They will have someone at the main door to guide you to the meeting room.

Please email Eric Romero at eromero@mt.gov and let him know whether you be attending in person or on the web.

Deadline for Submission of TransADE and Capital Equipment Request to the HATAC is 1:00pm Friday, January 29, 2016. Requests for funding shall be sent electronically to HATAC Chair Deborah Swingley at the following email address: Deborah@mtcdd.org

On Monday, February 1 the HATAC will meet at 1:30pm in the MT Council on Developmental Disabilities conference room located at 2714 Billings Avenue (behind Wal-Mart). Entities who have submitted requests for funding should plan on attending this meeting to present their funding request and to answer committee questions.

The prioritization decisions of the HATAC will then be shared with at the Administrative Meeting of the Helena City Commission verbally on February 3 and in written form on February 17 for action by the City Commission on Monday, February 22.

The HATAC is a citizen based, advisory committee to the Lead Agency Helena Area Transit Service (HATS) which is operated by the City of Helena. The HATAC acknowledges its capacity is advisory only and prioritization decisions made by the HATAC may be changed by the Commission.